

Office of Mission Support (OMS)
WJC North Bldg 3330, 202-564-4600

DESCRIPTION / RESPONSIBILITIES

The Office of Mission Support leads the agency's core mission support functions to improve efficiency, coordination, and customer experience for internal customers, stakeholders, and the public, including protection of EPA's facilities and other critical assets nationwide, acquisition activities (contracts), grants management, human capital, information technology, and information management activities.

LOGISTICS

- Senior Career Official: [Donna J. Vizian](#), PDAA | 202-564-2533
- Field Office/Lab locations: OARM-RTP (Durham, NC) and OARM-Cincinnati (Cincinnati, OH)
- Staff: 1,026 FTE

OFFICES

Administration and Resources Management Offices ([Lynnann Hitchens](#), Acting DAA)

- **Office of Resources & Business Operations (ORBO), Acting Director [Daniel Coogan](#) | 202-564-1862**

ORBO serves as the principal staff to the Assistant Administrator on matters related to program management, budget, human resources, communications, workforce development programs, and administrative operations within OMS. ORBO staff also oversees the agency's federal advisory committee management program and directly manages four federal advisory committees.

- **Office of Administrative Law Judges (OALJ), Chief Judge: [Susan Biro](#) | 202-564-6267**

The Administrative Law Judges conduct hearings and render decisions in proceedings between the EPA and persons, businesses, government entities, and other organizations that are, or are alleged to be, regulated under environmental laws.

- **Environmental Appeals Board (EAB), Lead Judge: [Mary-Kay Lynch](#) | 202-233-0122**

The Appeals Board is the final agency decision maker on administrative appeals under all major environmental statutes that the agency administers. The EAB hears permit and civil penalty appeals in accordance with regulations delegating this authority from the EPA Administrator. Appeals from permit decisions made by EPA's Regional Administrators (and in some cases, state permitting officials) may be filed either by permittees or other interested persons.

- **Office of Human Resources (OHR), Director: [Mara Kamen](#) | 202-564-4606**

OHR is responsible for management of human resource functions for headquarters employees, as well as agencywide policy development, strategic planning, and direction for the EPA's human resource programs, including: workforce development programs; employee benefits and services; recruitment, staffing, and classification; labor and employee relations; cultural diversity initiatives; workforce planning; organizational analysis, agency directives, and consulting services; executive resources management; and automated human resource management systems.

- **Office of Administration (OA), Director: [Yvette Jackson](#) | 202-564-2165**

OA is responsible for the development and conduct of programs for acquisition, maintenance, and operations of all EPA facilities, including: space management and utilization; facilities construction, acquisition, design, and layout; facilities management, maintenance and repairs, property management, transportation, security, and mail management; and the workplace health and safety of EPA employees. We also develop environmental management initiatives for energy efficiency and sustainability, recycling, and pollution prevention, and environmental compliance of EPA facilities.

- **Office of Acquisition Solutions (OAS), Director: [Kimberly Patrick](#) | 202-564-4310**

OAS is responsible for planning, awarding and administering contracts for the agency, including issuing and interpreting acquisition regulations; administering training for contracting and program acquisition personnel; providing advice and oversight to regional procurement offices; and providing information technology improvements for acquisition.

- **Office of Grants and Debarment (ODG), Director: [Michael Osinski](#) | 202-564-3792**

ODG provides cradle-to-grave administrative management of all Headquarters-administered grants, loans, cooperative agreements, fellowships, interagency agreements (IAs) and for the management of the Agency's Suspension and Debarment Program.

- **OARM-Research Triangle Park Office (RTP), Director: [Arron Helm](#) | 919-541-2258**

The Office of Administration and Resources Management (OARM) in RTP provides diversified administrative support services to all EPA-RTP customers, including facilities management, information technology services, safety, health and security, and human resources services to various EPA customers.

- **OARM-Cincinnati (CINC), Director: [Vique Caro](#) | 513-569-7912**

OARM in Cincinnati provides diversified administrative support services to all EPA-Cincinnati customers, including facilities management, information technology services, safety, health and security, and human resources services to various EPA customers.

Environmental Information Offices ([Vaughn Noga](#), Chief Information Officer and DAA)

- **Office of Enterprise Information Programs (OEIP), Director: [Jeffrey Wells](#) | 202-566-1706**

OEIP helps ensure the proper collection, use, release, and management of EPA information. OEIP leads the Agency's Paperwork Reduction Act, dockets, records and Section 508 of the Rehabilitation Act programs. The office also houses the Agency's Electronic Discovery (eDiscovery) Program, the EPA Quality Program, the Agency's National Library Network, Controlled Unclassified Information Program, and FOIAonline Program, which supports certain federal agencies' management of their Freedom of Information Act (FOIA) requests.

- **Office of Information Management (OIM), Acting Director: [Jennie Campbell](#) | 202-564-4180**

OIM is the lead organization for OMS for information standards, information collection and exchange, information analysis and reporting, and web infrastructure and reporting. This organization serves as the agency lead for information collection, management, and reporting/publishing programs as well as developing and overseeing related agency policy and web services.

- **Office of Information Technology Operations (OITO), Director: [Brian Epley](#) | 202-566-2153**
OITO is responsible for the implementation and management of a secure information technology (IT) infrastructure and IT solutions in support of EPA's mission.

- **Office of Information Security & Privacy (OISP), Director: [Robert McKinney](#) | 202-566-0921**
OISP promotes agencywide cooperation in managing risks and protecting EPA information in harmony with mission accomplishment. It defines clear, comprehensive and enterprise-wide information security and privacy strategies, including the information security program mission, vision, goals, objectives and performance measures.

- **Office of Digital Services & Technical Architecture (ODSTA), Director: [Karen Maher](#) | 202-566-0362**

ODSTA serves as the Center of Excellence for agile systems engineering and project management. The office plans and manages the architecture and future directions of EPA's IT infrastructure and identifies new technologies and technology support capabilities in response to agency requirements.

- **Office of Customer Advocacy, Policy & Portfolio Management (OCAPPM), Acting Director: [Krysti Wells](#) | 202-564-6295**

OCAPPM is the lead OMS organization for customer-facing support functions and strategic planning. The office also manages the agency's information directives program and information portfolio, while providing leadership and support to the CIO and agency's information governance organizations.

KEY TOPICS AND POINTS OF CONTACT*

- COVID-19 Return to Workplace – OMS-01, OMS-IO, [Marilyn Braxton](#) | 202-564-8192
- Workforce Overview – OMS-02, OHR, [Mara Kamen](#) | 202-564-4606
- Space Consolidation – OMS-03, OA, [Yvette Jackson](#) | 202-564-2165
- Lab Consolidation – OMS-04, OA, [Yvette Jackson](#) | 202-564-2165
- IT Achievements – OMS-05, ODSA, [Elena Larsen](#) | 202-566-2965
- Digitization – OMS-06, OEIP, [Jeffrey Wells](#) | 202-566-1706
- Cybersecurity – OMS-07, OISP, [Robert McKinney](#) | 202-566-0921
- Grants and IAs – OMS-08, OGD, [Michael Osinski](#) | 202-564-3792
- Suspension and Debarment – OMS-09, OGD, [Michael Osinski](#) | 202-564-3792
- Acquisitions – OMS-10, OAS, [Kimberly Patrick](#) | 202-564-4310
- Employee Viewpoint Survey – OMS-11, OHR, [Mara Kamen](#) | 202-564-4606
- Federal Advisory Committees – OMS-12, ORBO, [Daniel Coogan](#) | 202-564-1862
- Environmental Appeals Board – OMS-13, EAB, [Mary-Kay Lynch](#) | 202-233-0122
- Administrative Law Judges – OMS-14, OALJ, [Judge Susan Biro](#)
- Unions – OMS-15, OHR, [Nicole Patterson](#) | 202-564-4839